

**FRANKLIN COUNTY  
DEPARTMENT OF ANIMAL CONTROL  
4340 TAMARACK BLVD  
COLUMBUS OHIO 43229**

**POSITION TITLE:** Kennel Attendant  
(Bargaining Unit)

**PCN:** 071026

**REPORTS TO:** Animal Care Manager

**P.R.:** A4

**RESPONSIBILITIES:** Maintain equipment and supplies used to maintain kennel operations at the County's Animal Shelter. Clean and sanitize kennel cages, outdoor runs, exercise areas, and food storage areas. Clean and sanitize garage, receiving wards and general wards. Clean floors and walls of building and remove trash from building. Unload and stock deliveries such as food and cage paper.

Facilitate Animal Control operations through positive customer relations. Responds to questions and provides information to patrons of the Animal Shelter. Assists with the adoption and pick up process.

Provide custodial care of dogs. Provide food and water to animals. Draw and deliver medication to dogs being received and housed. Collect and restrain dogs for assessment by veterinary clinic staff or for return to general ward area.

Conduct intake process for dogs received from Deputy Dog Wardens and the general public, including dogs who have received complaints, strays and those injured in automobile accidents. Maintain records of impounded animals. Prepare and maintain intake records and reports animal collection inventory. Prepare Vet Check statements to notify clinic of dogs that may require veterinary care. Assist Veterinary Technician with the treatment of dogs, including euthanasia.

**MINIMUM QUALIFICATIONS:** High School Diploma or GED, supplemented by vocational/technical training in animal science and one year previous experience and/or training involving the care of domestic animals in a professional setting.

**STARTING SALARY:** \$12.14/hour, plus a 55-cent shift differential for second shift or a 60-cent shift differential for third shift. A comprehensive benefits package is offered with this position. 120 day probationary period.

**DATE POSTED:** Thursday, December 1, 2011

**DEADLINE FOR APPLYING:** Wednesday, December 14, 2011

If interested, please go to [www.franklincountyohio.gov/commissioners/hr](http://www.franklincountyohio.gov/commissioners/hr) and apply on-line.

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